Trade Internet Permits (TIP)

Mecklenburg County
Code Enforcement

What is TIP?

- Trade Internet Permits (TIP) allows primary contractors to submit, pay for, and print permits for projects that do not require a building permit.

- TIP allows the primary contractor to do this 24 hours a day, seven days a week.

- Submitting, paying for, and printing permits with TIP should be as easy as buying a book from Amazon.com.

Go to www.meckpermit.com and click on the "Electronic Services link.

Mecklenburg County > Code Enforcement > Plan Review > E-Home Page

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Code Enforcement
700 North Tryon Street Charlotte, NC 28202
tel 311
fax 704-336-3839

Electronic Services

Online Permitting, Inspection & Plan Review Services

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Other

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Commercial Projects

Commercial

Electronic Plan Review and Permitting Services - includes Multi-Family projects

Permits Only - These services are for customers who wish to pull permits that do not require plan review

- TIP (Trade Internet Permitting) - Apply for trade internet permits through this system.
- In Scope Review - This is an extension of the TIP program for permits that require a little more information, but not full plan review.
- Internet Permitting and Inspection System - This is the normal online permitting system used primarily by contractors.

Plan Review - These services are for projects that require plan review

- CTAC - EPS(Commercial Technical Assistance Center - Electronic Plan Submittal) - Small project plan review that typically goes through our CTAC area will move to electronic plan review in March 2012
- Electronic Plan Review - Standard plan review which includes OnSchedule Review, Express Review, Mega Review and Revisions to Approved Plans

Land Development Service Agencies

- City of Charlotte Engineering and Property Management
- Mecklenburg County Land Development

Residential Projects

Residential

Electronic Plan Review and Permitting Services - Residences, Townhomes, Duplexes

Permits Only - These services are for customers who wish to pull permits that do not require plan review

- HIP (Homeowner Internet Permitting)

Plan Review - These services are for projects that require plan review

- RTAC- EPS (Residential Technical Assistance Center - Electronic Plan Submittal)- Residential electronic plan review

Land Development Service Agencies

- City of Charlotte Engineering and Property Management
- Mecklenburg County Land Development (Late January 2012)

How do I?
Step by Step guides to our Residential and Commercial services (pdf format)

- Apply for a HIP (homeowner internet permit)
- Apply for a TIP (trades internet permit)
- Apply for In Scope Review
- Submit for the Residential E-Plan program
- Package drawings for Electronic Plan Review (February 2012)

Tutorials for utilizing Electronic Services

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Services:
Plan Review-Permits
Inspections
Documents
Building
Electrical
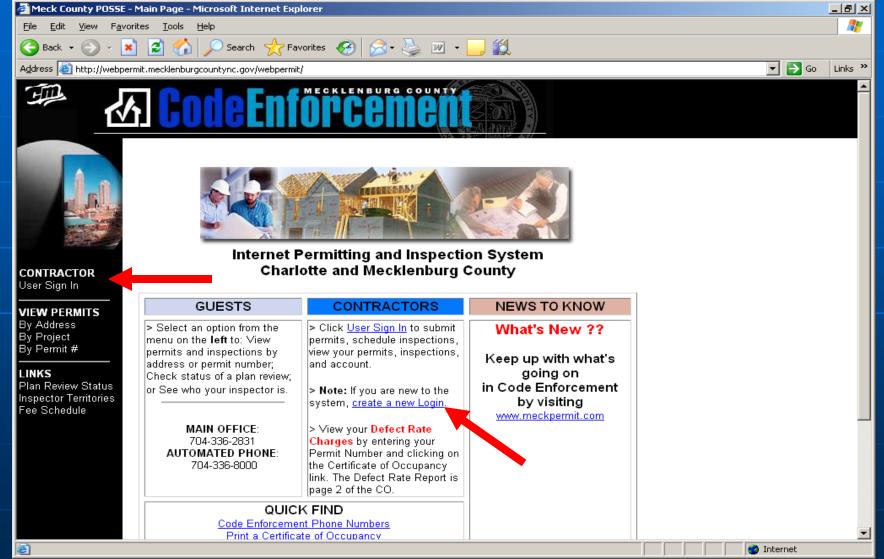Mechanical-Plumbing
Fire Marshal
Other

Resources:
Publications
Forms
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Related Links

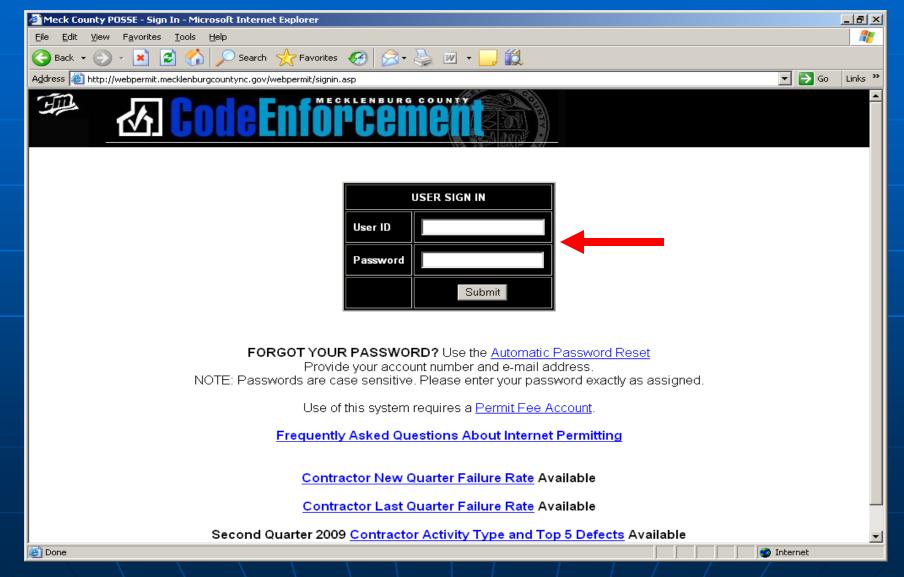**Click the TIP link to access the actual application**

Sign in to TIP on the left hand side. If you do not have a TIP account, click the "create a new Login" link in the middle of the page.
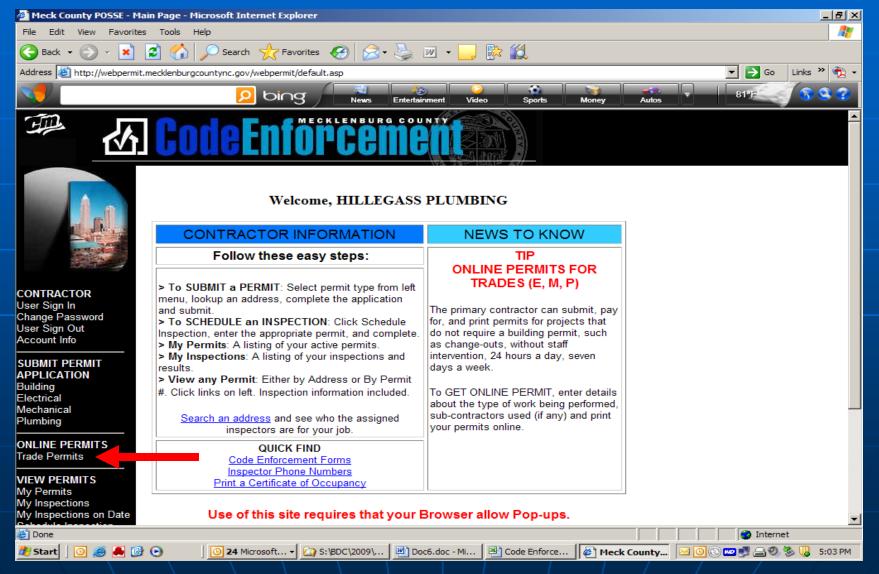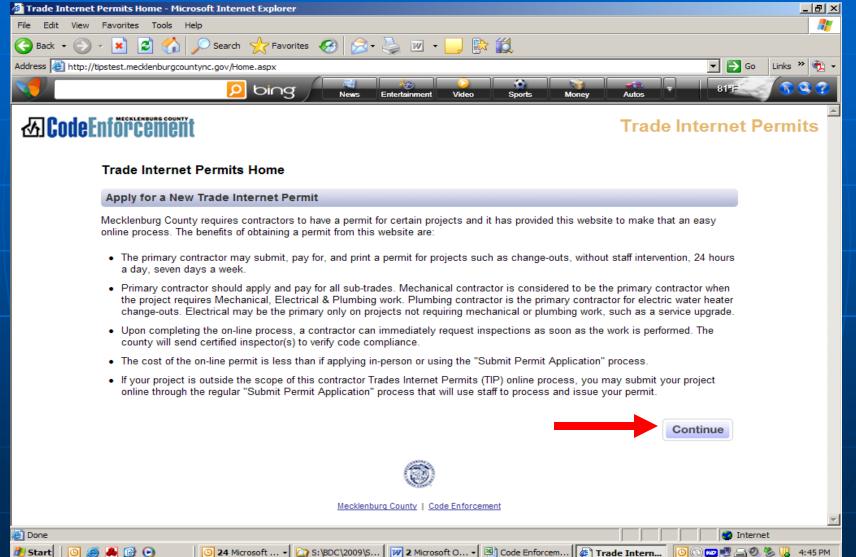
Login using your UserID and Password.

Click the "Trade Permits" link (under Online Permits) on the left-hand side of the page.
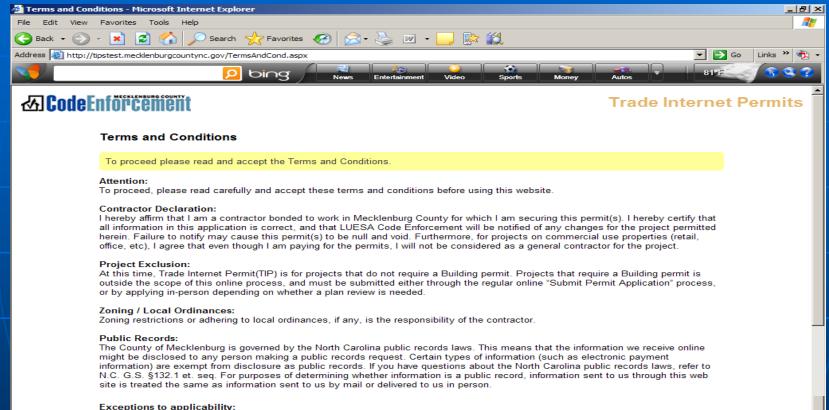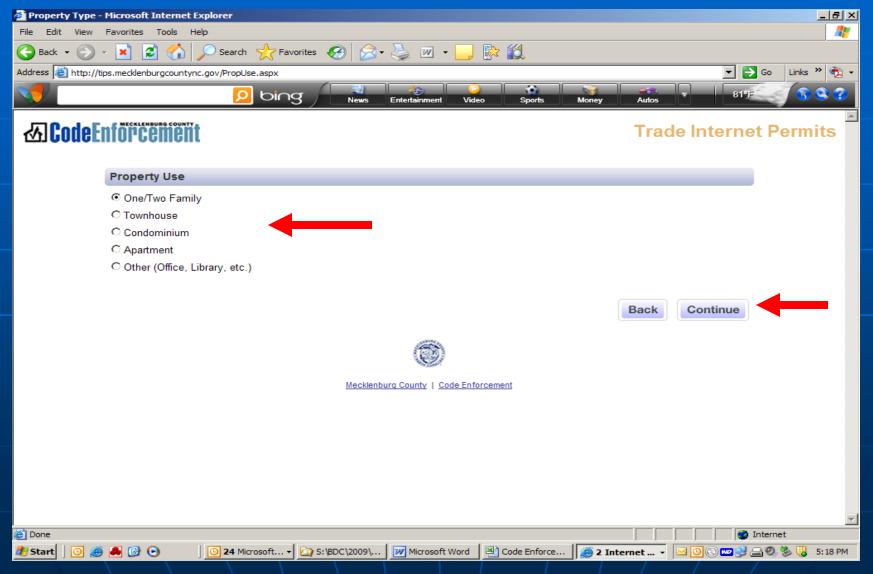
Click continue to begin the TIP process.

Accept the terms and conditions.

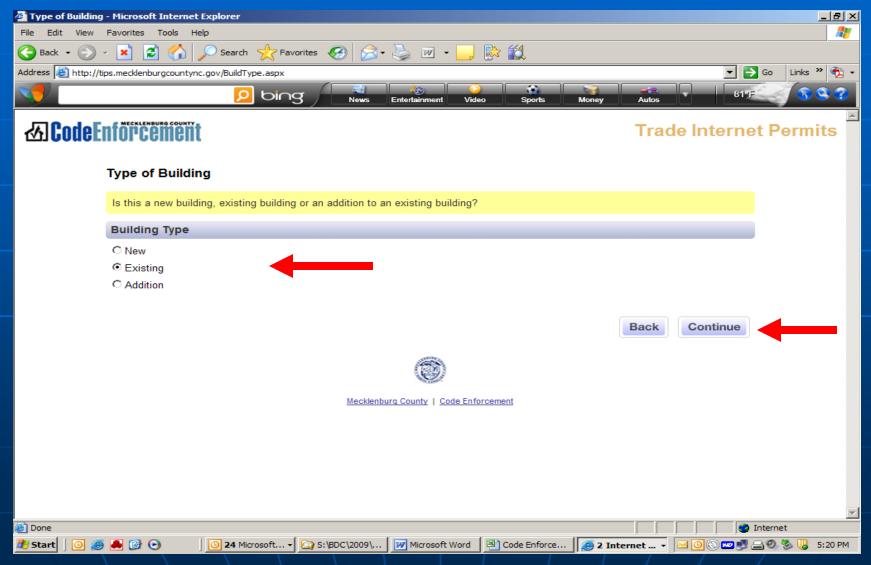As the primary contractor, verify that your license information is complete and accurate. Then, click continue.

Select the type of property use that best fits your project and click "continue."

Contractor must select the building type for their project. Any selection other than "existing" will result in an error message and will not be eligible for TIP.
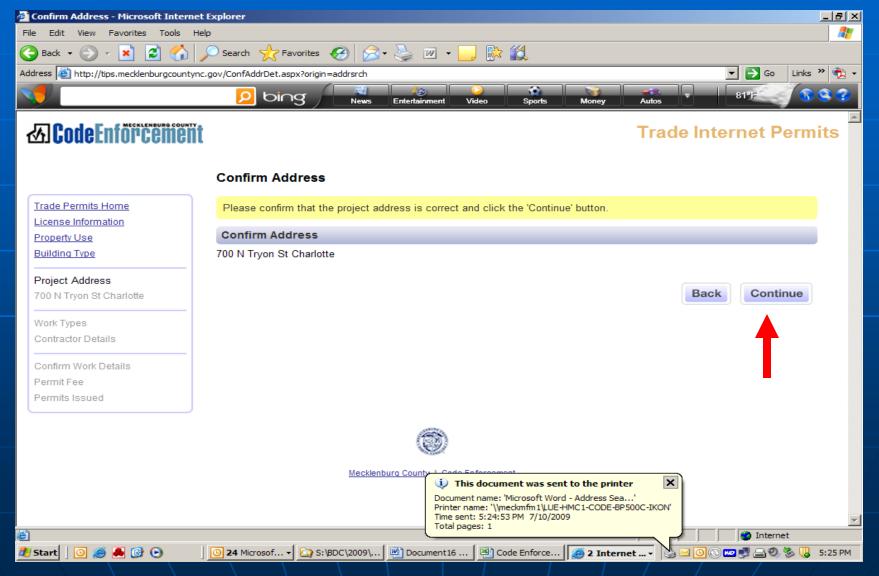
Enter the project address and tenant contact information and select "continue." If the address is not found, the system will prompt the contractor to contact Code Enforcement.
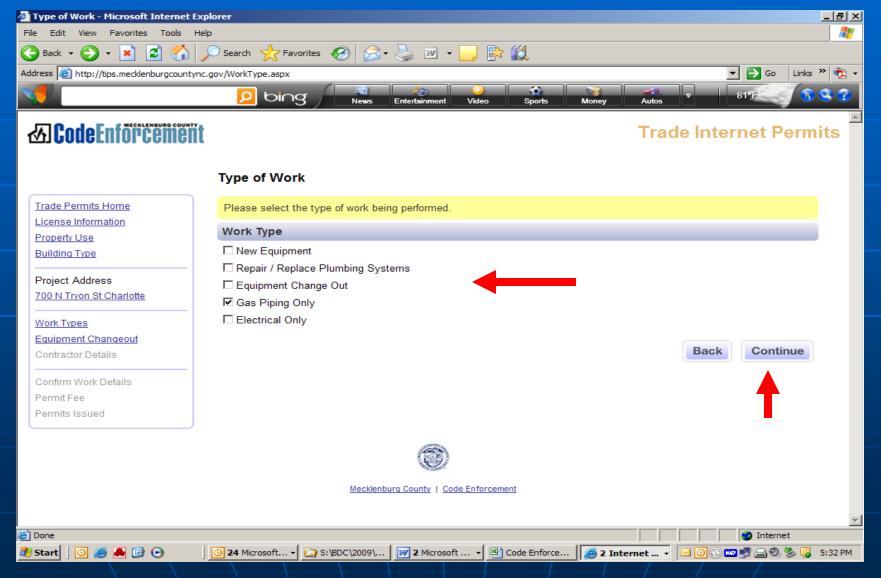
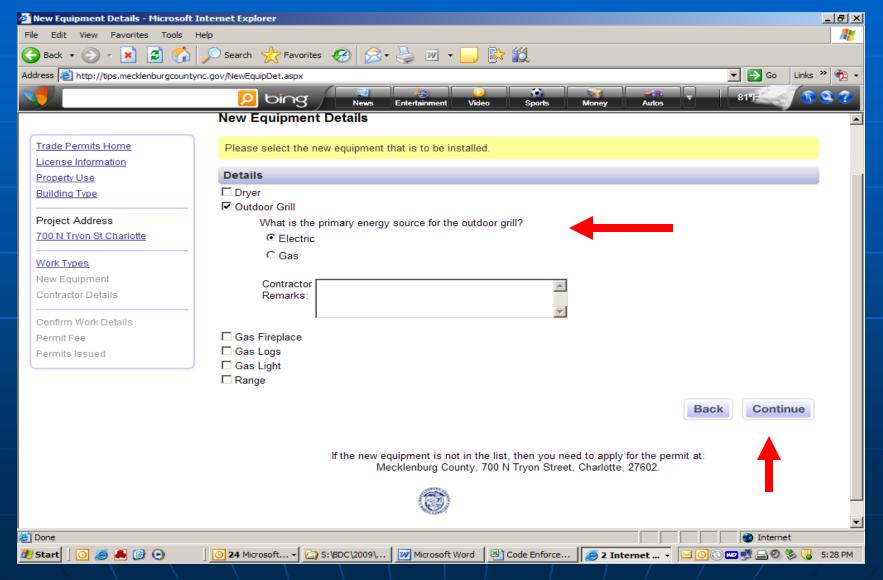Once you have selected the correct address, confirm your selection and click "continue."

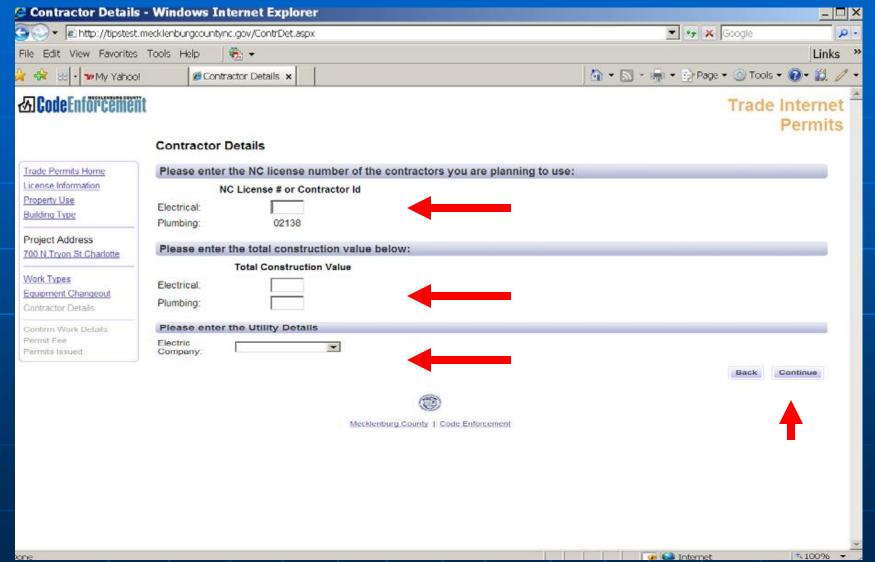Select the type of work being performed and click "continue."

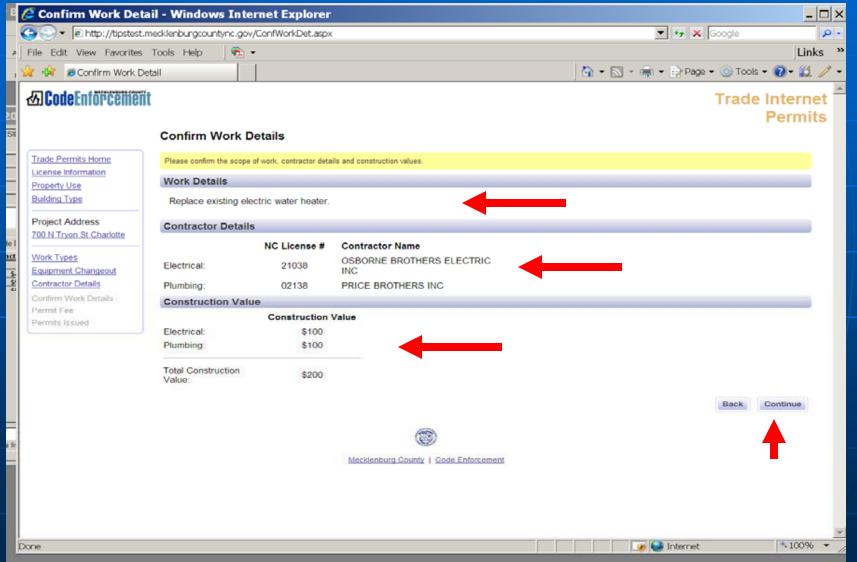Enter the new equipment details and click "continue."

Enter contractor details, the construction value, and select the utility company used. NOTE: If any of the sub-contractor license numbers are invalid, the application will be aborted.
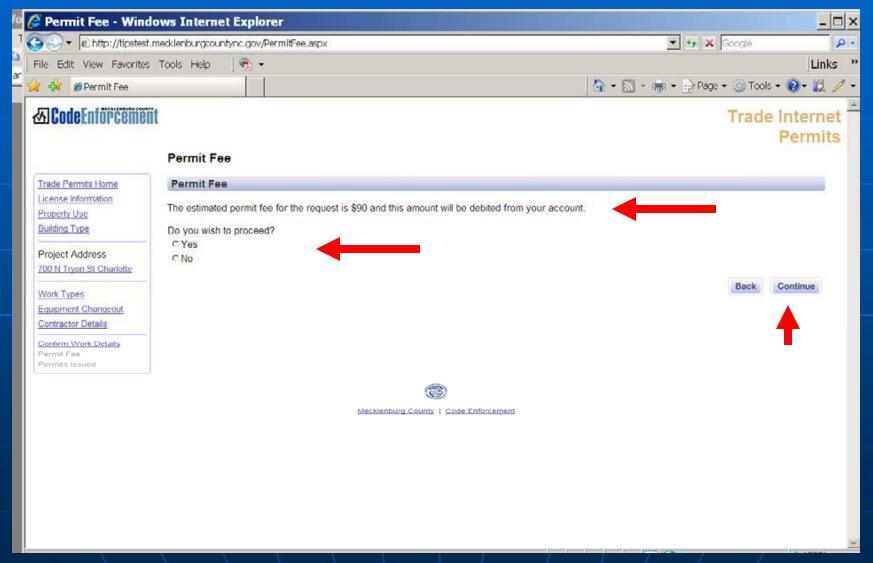
Confirm the information you entered is correct, and select "continue." If some of the information is incorrect, click "back."

The system will estimate your permit fee and ask if you wish to proceed. Proceeding authorizes the system to charge your account. Select "yes" or "no" and then Click "continue."
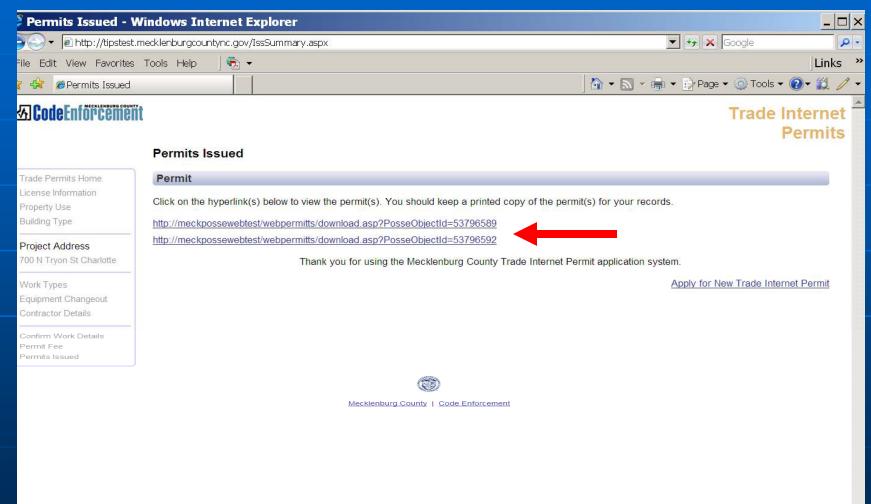
When you have reached this screen, the permits have been issued. Click on the link(s) to view and print the permits for your records.

Questions and Comments

- For questions and comments regarding the TIP system, please contact the Residential Technical Answer Center at 704-432-RTAC or 704-432-7822.